

21 AUG 1959

MEMORANDUM FOR THE RECORD

PREPARED BY: Member of TAS

SUBJECT : Use of Common Index Number for Individuals  
Paid from Confidential Funds

1. A meeting was held on Monday, 17 August 1959, in 1705 Alcott to discuss the above subject and to determine what kind of a proposal to make to the Office of Security in order to obtain approval for extending the use of a common index number for individuals paid from confidential funds. Personnel present at the meeting were as follows:

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Chief, TAS  
, Deputy Chief, TAS  
Member, TAS  
Chief, Finance Division  
CTAB/Finance Division  
f, MRD  
Management Staff  
Management Staff

2. The need for developing an answer on the extent to which a common index number can be used for individuals paid from confidential funds has been reemphasized by the Agency's programming for an RCA 501 computer. The use of a common index number for individuals paid from confidential funds would make possible many improvements in payroll records heretofore not practicable with present equipment but which would be practicable with the planned computer and related equipment.

3. Conclusions reached as a result of the meeting were as follows:

- a. A request would be made to use the common index number for staff employees for all headquarters' record purposes in lieu of the presently assigned Finance Division payroll number. The common index number would be used on true name records at headquarters and on earnings statements and other documents

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CCO	19	REV DATE	06/05/81	BY	018915
ORIG COMP	-	OPI	38	TYPE	01
ORIG CLASS	5	PAGES	3	REV CLASS	C
JUST	22	NEXT REV	2011	AUTH	HR 70-2

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Approved For Release 2000/09/12 : CIA-RDP80-01370R000300030029-5

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**Distribution:**

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TAS/ [REDACTED] :fmd (21 August 1959)